



JUNE 2021

CITY MANAGER'S REPORT

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR CITY MANAGER



The City is in the midst of the budget season, in which we set the tax rate and the budget for the fiscal year beginning on October 1.

For the current fiscal year, the tax rate is \$.56 per \$100 valuation of the appraised property value. We anticipate the tax rate will be reduced; however, the rate has not yet been proposed awaiting final numbers for the tax roll from the Galveston County Appraisal District. The budget will be filed with the City Secretary on Wednesday, August 11, for review by the Galveston City Council and the public. The following day, Thursday, August 12, the Galveston City Council will discuss it during a council meeting. We invite the public to attend this hearing at City Hall, 823 Rosenberg.

There are a few things to note about planning for next year's budget. The Fiscal Year 2021 fund

balance is in good shape at a projected \$18.4 million, or 116 days of operating expenses in reserves. The property tax revenue for the next year could increase by \$400,000 to \$1 million depending on the tax roll, while the sales tax is estimated to be up 4.2 percent, thanks to job growth in the metro area.

As for expenditures, we estimate we're looking at an approximately \$1.8 million in increase due to a 2 percent cost of living adjustment for all employees, health insurances increases, additional savings requirements to the infrastructure fund, and an increase in EMS costs, among other things.

Please take a moment to look through this month's report to learn more about finance and what other departments are achieving.

Sincerely, Brian Maxwell

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CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- One of our current Deputy on staff has assumed the vacant Housing Abatement position. We are currently still accepting applications for Deputy Marshal.
- We contact defendants by telephone or by letter about outstanding warrants.
- Collected a total of \$646.33 in cleared warrants- defendant's either paid the warrants off or set up payment plan with the court or the court dismissed the warrants.
- We assisted with staff participating at Special Event-Ironman Triathlon on April 11th and also during Slab Weekend April 24th.
- 5 -Public Nuisances were abated.
- 114 -Court cases heard in Municipal Court
- 0 Housing Abatement cases heard in Municipal Court
- 172 -Complaints received
- 30 -Complaint based cases
- 508 -Self-Initiated cases
- 1129 -Total Investigations
- 27 -Vehicles Towed
- 122 -Vehicles were Red Tagged
- 21 -Cleared Warrants



UPCOMING PROJECTS

- We will have a couple of Staff members to assist during the July 4th event

COMMUNITY OUTREACH



LAST MONTH'S ACCOMPLISHMENTS

- Informed the public about City events, outreach & campaigns via social media, press releases and website. This included responding to media requests and updating the city website
- Created daily content for city social media channels to inform the public about city-related events
- Produced and edited 13 videos and 16 press/community releases
- Prepared the City Manager's Report
- Worked with special event organizers for permitting of events
- Created materials for storm season
- Assisted the Coastal Resources Division in promoting their partnership with TAMUG
- Promoted Juneteenth celebrations
- Promoted several vaccination events



UPCOMING PROJECTS

- Implement campaign to get more residents signed up for emergency alerts
- Prepare budget in brief, other budget materials
- Prepare update on all construction projects
- Continue normal operations

LAST MONTH'S VIDEOS

- [Welcome Back to Wright Cuney](#)
- [Lock, take and hide](#)
- [Police Week](#)
- [Summer reading program at Rosenberg Library](#)
- [Juneteenth Parade and Picnic](#)
- [Dog Park Grand Opening](#)
- [Galveston Gems: Absolute Equality](#)
- [Adopt a Pet from GIHS](#)
- [Meet the artists of 'Absolute Equality'](#)
- [Coastal Resources, TAMUG partnership](#)
- [Recycle, cycle Baby](#)
- [No Fireworks in Galveston](#)



SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- Flamingo Fest (June 12)
- Juneteenth (June 19)
- Ride Out Galveston (June 26)



UPCOMING PROJECTS

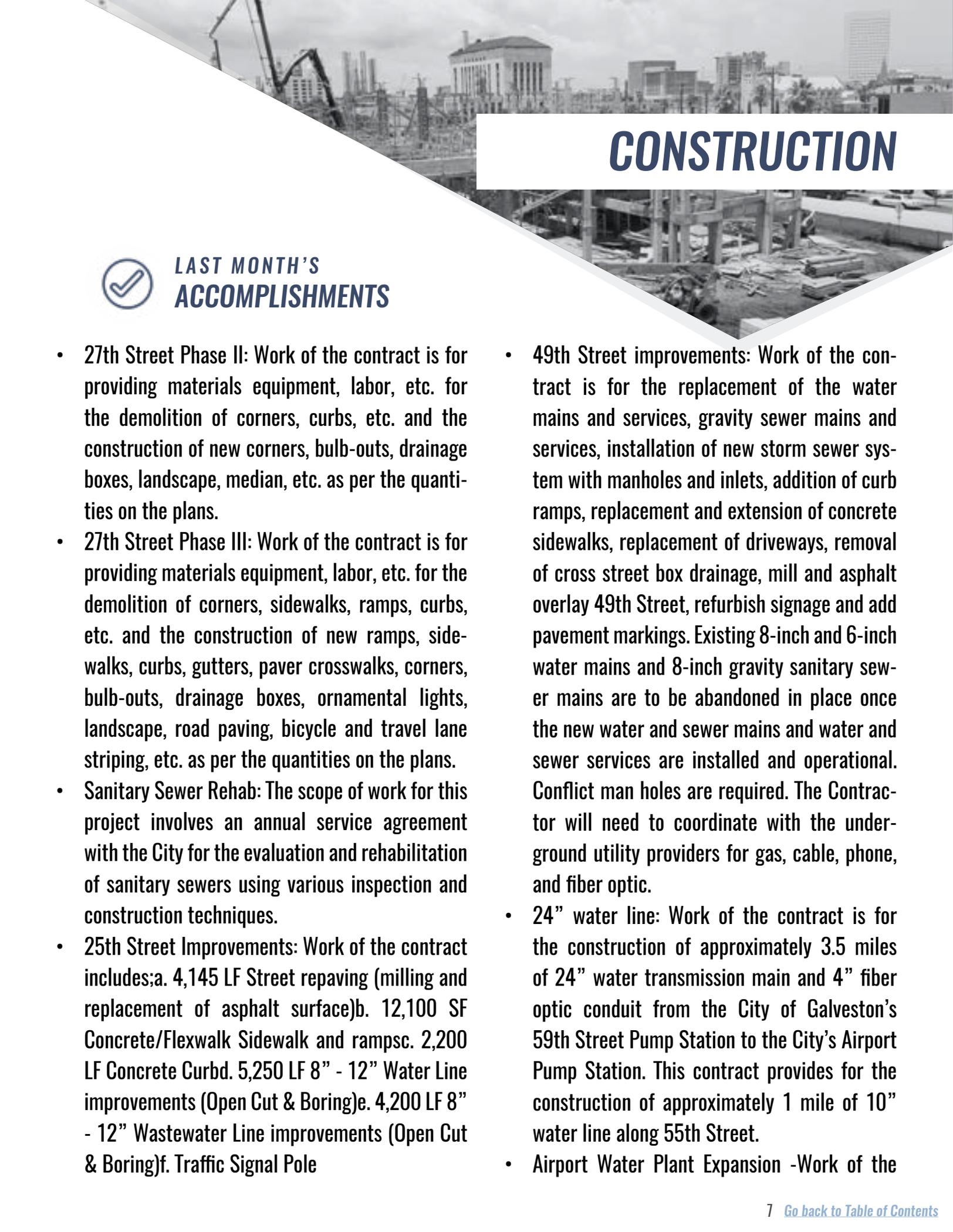
- Independence Day Parade and Fireworks (July 4)
- 8th Annual Old Smokey Throwdown (July 17)

LEGISLATIVE AFFAIRS



VIEW REPORTS

- [Legislative Report, June 25](#)
- [Legislative Report, June 11](#)
- [Legislative Report, June 6](#)



CONSTRUCTION



LAST MONTH'S ACCOMPLISHMENTS

- **27th Street Phase II:** Work of the contract is for providing materials equipment, labor, etc. for the demolition of corners, curbs, etc. and the construction of new corners, bulb-outs, drainage boxes, landscape, median, etc. as per the quantities on the plans.
- **27th Street Phase III:** Work of the contract is for providing materials equipment, labor, etc. for the demolition of corners, sidewalks, ramps, curbs, etc. and the construction of new ramps, sidewalks, curbs, gutters, paver crosswalks, corners, bulb-outs, drainage boxes, ornamental lights, landscape, road paving, bicycle and travel lane striping, etc. as per the quantities on the plans.
- **Sanitary Sewer Rehab:** The scope of work for this project involves an annual service agreement with the City for the evaluation and rehabilitation of sanitary sewers using various inspection and construction techniques.
- **25th Street Improvements:** Work of the contract includes;a. 4,145 LF Street repaving (milling and replacement of asphalt surface)b. 12,100 SF Concrete/Flexwalk Sidewalk and rampsc. 2,200 LF Concrete Curbd. 5,250 LF 8" - 12" Water Line improvements (Open Cut & Boring)e. 4,200 LF 8" - 12" Wastewater Line improvements (Open Cut & Boring)f. Traffic Signal Pole
- **49th Street improvements:** Work of the contract is for the replacement of the water mains and services, gravity sewer mains and services, installation of new storm sewer system with manholes and inlets, addition of curb ramps, replacement and extension of concrete sidewalks, replacement of driveways, removal of cross street box drainage, mill and asphalt overlay 49th Street, refurbish signage and add pavement markings. Existing 8-inch and 6-inch water mains and 8-inch gravity sanitary sewer mains are to be abandoned in place once the new water and sewer mains and water and sewer services are installed and operational. Conflict man holes are required. The Contractor will need to coordinate with the underground utility providers for gas, cable, phone, and fiber optic.
- **24" water line:** Work of the contract is for the construction of approximately 3.5 miles of 24" water transmission main and 4" fiber optic conduit from the City of Galveston's 59th Street Pump Station to the City's Airport Pump Station. This contract provides for the construction of approximately 1 mile of 10" water line along 55th Street.
- **Airport Water Plant Expansion** -Work of the

CONSTRUCTION

Contract is for, but is not limited to, construction of one (1) new building to house two (2) new vertical turbine can pumps including new electrical switchgear, one (1) 3.0 MG ground storage tank, refurbishment of existing pump station building with chlorination system replacement, liquid ammonium sulfate (LAS) system, zinc orthophosphate (ZOP) system, two (2) new flow control stations, existing yard piping demolition and removal, installation of proposed yard piping and connections with existing system, and on-site paving and grading.

- **Legas Drive Bulkhead** - Work of the contract is for approximately 161 LF of sheet pile bulkhead, 185 LF of sidewalk, 125 SY of paving, 600 SF concrete plaza, 180 SY of landscaping & associated demolition and earthwork.
- **18th Street Storm Sewer System** - CWork of the contract is for construction of the 18th Street Storm Sewer System including approximately 16,000 LF of storm sewer ranging in size from 24" pipe to a 5'x10' reinforced concrete box, 3,000 feet of water line replacement and 4,500 feet of sanitary sewer line replacement. Also included is resurfacing of the roadway and repair of ADA curb ramps where warranted.
- **35th Street Improvements** - Work of the contract includes removal and replacement of existing concrete pavement, asphalt pavement, base material, concrete curb, sidewalks and driveways; removal and replacement, adjustment or abandonment of storm sewer lines, leads, inlets and manholes; removal and replacement, adjustment or abandonment of water lines, valves, meters and fire hydrants; upsizing of sanitary sewer lines, steel casing and replacements of manholes; removal and replacement of sod, pavement markings and permanent signs
- **Church Street Drainage** - Work of the contract is for construction of the Church Street Storm Sewer System between 33rd Street - 37th Street including approximately 725 linear feet of 6"X
- **Teichman Road Waterline** - Work of the contract is to install approximately 9250 linear feet of 8" water line along Teichman Road, 91st Street, Blume Drive, Lewis Drive and Commodore Drive; abandon the existing 6" asbestos cement water line; installation to include excavation, bedding, backfill, trench safety, groundwater control, all testing and pavement repair; also inclusive of the abandonment of existing 6" and 8" asbestos cement water lines along Teichman Road from I-45 to Blume Drive and the service line being extended to the existing 12" PVC line; approximately 105 service lines and meters will be moved from the existing lines to the new lines; all service lines, meters, assemblies and meter boxes installed will be new; approximately 32 fire hydrants to be installed at approximately 350-ft spacing
- [Status report for all city projects with timeline, cost and update](#)

DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Completed and posted the “Scheduling an Inspection” video.
- Completed and posted the “Registering for an Online Account” video.
- Completed and posted the “Applying for a Building Permit” video.



UPCOMING PROJECTS

- Continue the transition to the 2021 Code Change.



LAST MONTH'S ACCOMPLISHMENTS

Grants Engineering:

- 14th Street Stormwater PS 100% Design completed (Design & Construction \$35M)
- South Shores Stormwater PS Grant (Design & Construction \$57M)-Design RFQ support

Process Streamlining:

- Engineering, Utilities and Public Works Staff to the plans in hand site walkthrough for the entire project footprint during the Design Phase-Implemented on 14th Street PS, 37th Street, Airport PS Tank #2 Design, 10 Mile Rd EST, Avenue S-53rd to Seawall, and 23rd Street Broadway to Seawall Projects.
- Subsurface Utility Engineering (SUE) in process for 10 Mile Rd EST.
- Water, Wastewater and Drainage focused modeling developed in-house to evaluate capacity for upcoming developments
- Adding traffic bulb-outs in streets design to address transitions with bridge blocks removal
- Permits: Public Utility Tie-ins ROW, Telecommunications 4G/5G, Culverts now in Accela
- Storm, Sanitary, Water Infrastructure Specifications & Design Details being upgraded inhouse for Long-term sustainability
- Masterplans to include condition/capacity & 30% design to expedite implementation
- Smartsheets software being used for collaboration/work management, tasks assignment/tracking, automate deadline, create Gantt Charts, and share documents.
- Consultant design documents being shared for interdepartmental simultaneous expedited review through Adobe Cloud

to reduce timeline for revisions.

Engineering Permits:

- Providing private and public infrastructure guidance to developers at Pre-development meetings related to design and capacity issues.
- Residential and Commercial Building Permits
- Infrastructure Permits: Subdivision water, sewer, roads, drainage and ADA, 2-year Maintenance and Final Approval and Acceptance.
- Utility (5G/4G, Electrical, Gas, fiber optic) and Geotechnical/Environmental Boring Permits
- Fill permits
- Culvert survey to determine as-built flow line of ditches and outfalls and corresponding construction staking
- ROW Construction RR crossings, sidewalk, driveway, ADA permits
- Parking & Address Permits
- Temporary License to use (TLTUs)
- Water, sewer and drainage capacity analysis for developments, and fire hydrant flow testing capacity and water distribution pressure calculations for fire sprinkler design
- Municipal Settings Designation (MSDs)
- Customer communication and engineering support to Code Enforcement, Planning, Building Official, and Fire Marshal

Recurrent Engineering Tasks:

- AutoCAD Inhouse Designs, Preparation of new Standard Infrastructure Design Detail Plans and Specifications, Drafting of Design Manual, Preparation of AutoCAD Structural Details of Retaining Walls, Drainage Structures, Low Impact Development (LID) for consistency with Drainage Criteria

ENGINEERING

- Open Records Request Physical Search of Engineering Documents, Scanning As-Builts to pdf, and completion of Open Record As-built Requests
 - Plats/Replats, ROW & Alley/Easements abandonment requests review, property and ROW topographic surveys, field GPS recording
 - Engineering Traffic Control Plans for Special Events and Communication with TXDOT for Approval
 - RFP/Bid package preparation with front end documents, plans, bid forms and specification books to complete pre-purchasing packages in one department
- CIP Projects in Proposal/Planning Phase:
- Island-wide Drainage Plan and Drainage Fee
 - 33rd, 75th & 89th Seawall Intersection Traffic Design
 - 59th Street Pump Station Tanks Rehabilitation Preliminary Engineering (PER)/Feasibility Study
 - 36" Old Causeway-RR Bridge Waterline Rehabilitation PER
 - Lead and Copper Rule
 - Galveston Water Resource Plan
 - Port Outfalls Repair and Upgrade to 25-year Storm Atlas 14 Intensities
- Projects in 30% Design, Study or Reports
- City Waterwells Asset Condition Assessment and Evaluation and Aquifer Storage and Recovery Appraisal Project.
 - Terramar WWTP Preliminary Design
 - Pirates Beach Lift Stations 40, 47 and 35 Design
 - 23rd Street Downtown Corridor-in-house design
- Projects in 60%/90% Design:
- 30-inch Gifford Hill Aged Pipe Supply Waterline Replacement
- Projects in 95-100% Design
- 14th Street Pump Station and Storm Sewer Upgrades HMGP DR-4332-024 - 100% design completed
 - 23rd Street Reconstruction from Broadway to Seawall - 100% design in progress
- Avenue S Reconstruction from 53rd to Seawall - 100% design in progress
 - New 7 MG Ground Storage Tank #2 at Airport Pump Station — 100% Design in Progress
 - 2.5 Million Gallon, 10 Mile Road Elevated Storage Tank – 100% Design in Progress
 - Wright Cindy Recreation Center Improvements Designed in-house
 - Menard Park Improvements Designed in-house
 - Bernard Davis Stadium Improvements Designed in-house
 - Jones and Shields Park Improvements Designed in-house
- Projects in Pre-Bid Advertisement Phase
- Citywide Priority #1 Lift Stations Upgrade Design
 - Citywide Priority #2 Lift Stations Upgrade Design
 - Pirates Beach WWTP 100% Design completed and awaiting TCEQ permit to advertise after 30 day public comment period if no significant comments received
- Projects Advertised for Bids
- 37th St. Improvement Project
 - Seawolf WWTP (new concrete package plant selected and value engineering design in progress to reduce construction cost)
 - Engineering support to Construction Projects
 - Portable Flood Wall for Island Transit (3 sides)
 - Fixed Cantilever Flood Wall for Island Transit (4th side Facing 29th Street)
 - Island Transit Flood Dewatering VFD Pumps, Generator and Elevated Platform
 - 27th Street Traffic Calming, Landscape, Hardscape Improvements Phase II (Avenue O to Seawall) and Phase III Broadway to Market – Designed in-house
 - Dog Park Design Plans-Designed in-house—Added landscaping

to enhance aesthetics, shade

- AWIA Compliance Risk and Resilience Assessment-Compliance certification and reports completed-Emergency Response Plan Completed
 - 24 inch transmission line from 59th Street Pump Station to the Airport Pump Station
 - 73rd Street from Heards Lane to Avenue N-1/2
 - Downtown Livable Communities Pedestrian and Transit Improvements (TXDOT, City, FTA funded)
 - 48th Street Broadway Intersection and Northern Ditch Drainage Upgrades
 - Broadway Bridge Block Drainage Crossings Upgrades
 - Airport PS and new MG Ground Storage Tank #1
 - Airport PS Disinfection Upgrade
 - 35th Street Roadway, Storm Sewer & Utility Improvements
 - Church Street Drainage from 33rd to 37th and 37th Street and Outfall Improvements
 - 18th Street Drainage Ship Channel to Seawall
 - 37th Street Outfall Design
 - Legas Drive Structural repair design of sloped paving, bulkhead, storm sewer pipe system and sidewalk
 - Teichman Neighborhood Waterline Improvements
- Developer Meetings/Water/Sewer/Drainage/Traffic Design Guidance and Capacity Evaluations:
- Preserve at West Beach (former Marquette Development Area)
 - 11210 San Luis Pass-Stella Mare RV Park
 - Bayside at Watermans
 - 715 N. Holiday Drive new Apartment Complex (~300 units)
 - 1011 Walsh Lane New High Rise Condominiums
 - Parks Board Meeting for Stewart Beach Development National RFP
 - 17007 San Luis Pass Residential Development
 - Develop 1825 23rd Street Convert Eye Clinic Property and build 7 single family homes
 - Shriners Hospital Traffic Impact Analysis Meeting with Developer's Engineers
 - 2222 Broadway Convert Historical Foundation Property to Condominiums
 - 14314 – 14346 Stewart Road Bayside @ Watermans Residential Development
 - 4424 Seawall Blvd Replacement Bank
 - East Beach Beachfront and Gulfview-301 East Beach Drive Resort Hotel
 - 10327 FM 3005 Residential and Commercial Subdivision
 - Yacht Basin South and Holiday Drive Apartments-7115 N. Holiday Drive
 - Rosewood Cemetery Historical Site Drainage and Erosion Control
 - Bayside at Watermans Residential Developments
 - 13430 San Luis Pass Multifamily and Commercial
 - Marquette Property West of 8 Mile Road Residential Subdivision
 - Beachwood Subdivision Revised Design Plans in Construction
 - 3538 Avenue H Predevelopment Meeting Completed
 - 8610 Seawall Blvd, Office Building 3 stories
 - Diamond Beach Phase 2 Residential
 - Shriners Hospital Garage Housing Expansion
 - Seabird and FM3005 Residential Developer Meetings
 - One Moody Plaza Building Renovation
 - 61st Street McCoys Developer Meetings
 - 3538 Ball Exercise Room, Salon, Storage Complex
 - 1017-1021 10th Street Apartments

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Ongoing exterior window frames and sills painting project at the City Marshal's building.
- Treated McGuire Dent for Formosan termites.
- Handled and completed 568 work orders.



UPCOMING PROJECTS

- Strip and re-paint the steps at City Hall.
- Continue the Installation of the drain system in the planters at City Hall.

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Finalizing FY2022-FY2026 Five Year Capital Improvement Plan
- Departments finalized FY2021 budget estimates and FY2022 budget proposals
- Continued work on the FY2022 Budget



UPCOMING PROJECTS

- Presentation of the Capital Improvement Plan for FY2022-FY2026
- Continued work on the FY2022 Budget

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Advertised solicitations for Banking Depository Services, Investment Advisory Services and Drug and Alcohol Testing
- Opened solicitations for Island Transit Trolley Barn Concrete Flood Wall, Island Transit Deployable Flood Wall, Island Transit Trolley Barn Pump and Generator
- Prepared contracts for the FTA Grant Writing and Parks Concessions and Vending Services
- Continue to facilitate negotiations for Cultural Arts Masterplan project

[Monthly Report Available](#)



UPCOMING PROJECTS

- Prepare solicitations for Pirates Beach Wastewater Treatment Plant, City Hall Windows, Bond Underwriting Services, Electricity Services and Construction Management Services
- Ongoing discussions on simplifying Purchase Card data/software interface procedures
- Update Purchasing Policy, prepare an updated Purchasing class, Purchasing 102, P-Card class, and a How to Do Business for Vendors
- Working with IT department on Laserfiche enhancements Update Purchasing Policy, prepare an updated Purchasing class, Purchasing 102, P-Card class, and a How to Do Business for Vendors

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

- Setup email system functionality to notify customers when their credit cards have expired

Performance Measures	FY 2017	FY 2018	FY 2019	FY 2020	1st Qtr FY21	2nd Qtr FY21	3rd Qtr FY21	FY 2021
Meters re-read manually	300	782	364	550	827	427	286	286
Adjustments	3,432	3,987	2,090	1,536	445	482	367	1,294
Adjustments (\$\$\$)	\$590,120	\$792,289	\$374,840	\$341,172	100,587	129,696	64,018	294,301
Water Bills Mailed Out	261,802	260,602	255,015	255,470	62,451	61,553	60,852	184,856
Outstanding "water concern" emails received	572	440	236	309	142	64	29	235
Outstanding "water concern" emails completed	545	478	300	509	122	89	43	254
Service Orders	20,203	18,949	20,806	15,078	3,409	4,209	5,786	13,404
New Customer connections	3,131	3,413	3,239	3,556	777	705	999	2,481



UPCOMING PROJECTS

- Continue work on developing an email messaging notification to send customers who experience high consumption usage on their utility account
- Contact customers with over 90 days of outstanding balances to set up payment plan arrangements

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

- Continue work on the procurement process for banking services and investment advisory services

Performance Measures	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL	FY2020 ACTUAL	FY2021 ACTUAL
Number of vendor payments completed	5,768	5,791	5,476	5,103	4,297
Number of checks as percent of total vendor payments	96.83%	95.65%	91.07%	85.07%	72.86%
Number of electronic payments as a percent of total vendor payments	3.17%	4.35%	8.93%	14.93%	27.14%
Number of funds managed	274	282	284	118	123
Investment Portfolio (Millions)	\$153	\$145	\$139	\$169	\$141
Interest Earned (Thousands)	\$867	\$2,247	\$3,247	\$1,923	\$69
Number of FEMA like PW's closed out	25	3	5	1	16
Number of FEMA like PW's finalized	28	38	56	31	15
Number of FEMA Harvey PW's closed out		9	10	2	2
Number of FEMA Harvey PW's finalized				3	0
Number of bank accounts reconciled	30	31	34	34	34



UPCOMING PROJECTS

- Work with auditors on the FY21 Interim audit requests

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

- View the report [here](#)

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Emergency Driving course
- Back to Basics training
- Hurricane Preparedness meeting
- Fire prevention training
- Department Relay pumping training
- Shelter Management Training
- TEEX Training at the Fire Field in College Station

ACCIDENT MAJOR	52	6.3%
ASSIST BY FIRE	30	4.4%
BOAT CALL	1	0.1%
CHOKING	6	0.7%
DROWNING / DIVING / SCUBA ACC	24	2.9%
DUMPSTER TRASH FIRE	4	0.5%
ELECTRICAL PROBLEMS SPARKS	13	1.6%
FIRE ALARM	118	14.3%
FIRE OUTSIDE	5	0.6%
FIRST RESPONDERS	402	48.8%
GAS LINE BREAK LEAK	7	0.8%
GRASS	1	0.1%
HAZMAT	3	0.4%
MARINE RESCUE	4	0.5%
MUTUAL AID FIRE	1	0.1%
PENETRATING TRAUMA	3	0.4%
POWER LINES DOWN TRANSFORMER	18	2.2%
RESCUE	18	2.2%
SMELL OF SMOKE GAS INSIDE	6	0.7%
SMELL OF SMOKE GAS OUTSIDE	1	0.1%
STRUCTURE FIRE	8	1.0%
UNCONSCIOUS	69	10.8%
VEHICLE FIRE	2	0.2%
WASHDOWN	1	0.1%
WATER FLOW ALARM	1	0.1%
Total:	824	100.0%



UPCOMING PROJECTS

- Fit & Flow Testing To Meet Commission Requirements
- NIMS 300 Training
- TEEX Industrial Fire Training in College Station
- Ladder Safety Practices



LAST MONTH'S ACCOMPLISHMENTS

Mechanics worked on 215 vehicle work orders within the month and performed:

- General Repairs - 597
- Accident Repairs - 12
- Capital Repairs - 0
- Recall Repairs - 14
- PM's - 268
- Repairs from PM's - 58
- Road Calls - 89

Other Services

- Provided 66,324 gallons of fuel for city and outside organizations.
- Re-decating older fleet vehicles with newly designed decals.
- Provided auto COVID-19 cleaning and detailing during preventative maintenance services.
- Provided follow up fleet support for the Port of Galveston repair shops.
- New fleet vehicles approved and ordered.



UPCOMING PROJECTS

- Continue fleet services
- Three trolleys receiving “burn in” testing in Galveston for certification

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- 2021 CDBG and HOME Program Allocations
- submitted application to HUD; HUD has up to 45-day review period before issuing contracts (HUD Regulatory Requirement)
- CDBG-CV 3 CARES Act Funding for Parks COVID-19 Retrofit Improvements
- received Environmental Review HUD Release of Funds to enable project to proceed CDBG Streets Repaving Project
- conducting Environmental Review to obtain HUD release of funds (HUD Regulatory Requirement)
- Tenant-Based Rental Assistance Program (TBRA)
- To date assisting a total of 38 LMI households with rental assistance for one (1) year and security deposit. (HUD Regulatory Requirement)
- Staff performed two (2) HQS inspections for tenants and issued one (1) TBRA Coupon for low-moderate income family with rental assistance. (HUD Regulatory Requirement)
- Short-term Tenant-Based Rental Assistance Program Round II (ST-TBRA II)
- To date assisted six (6) LMI households with three (3) months of rental and/or security deposits to LMI households whose income was affected by the COVID-19 Pandemic (assisted total of 39 LMI Households in Round I).
- Staff determined one (1) Low-income households eligible for rental assistance.
- Texas Emergency Rental Assistance Program (TERAP)
- To date assisting 14 LMI households with six (6) months of rental assistance to LMI households whose income was affected by the COVID-19 Pandemic.
- Staff determined nine (9) low-income households eligible for rental assistance. (TDHCA Requirement)
- Staff performed two (2) Lead-Based Paint Visual inspections for approved tenants receiving more than three (3) months of future rent. (TDHCA Requirement)
- Reimbursement draws from TDHCA for \$35,397.00
- TDHCA extended deadline from July 31st to September 30th to finalize applicants. (TDHCA Requirement)
- Training Webinars
- Staff participated in Environmental Review Training and TDHCA TERAP Reporting Training. (HUD and TDHCA Requirement)
- Davis Bacon
- Staff conducted 2 pre-construction conferences for the approved contractors working on the Parks & Recreation projects as part of the Davis-Bacon Requirements to ensure compliance. (HUD Requirement)
- Technical Assistance
- Provided assistance for 10 homeowners with housing information, 20 homebuyers for homebuyer assistance program, 1 for Section 3 information, and over 400 phone inquiries for rental assistance



UPCOMING PROJECTS

- 2021 CDBG and HOME Program Allocations
 - Receive and execute HUD contracts (HUD Regulatory Requirement)
 - Financial Management
 - facilitate review of project accounts for allowable and allocable expenditures and preparation of adjustments as needed for development of program drawdowns to reimburse the City. (HUD Regulatory Requirement)
 - 2020 Program Year End
 - May 31st end of the 2020 PY facilitation of all final reporting and requirements to close-out and/or carry-over projects; preparations for 2020 Consolidated Annual Performance and Evaluation Report for HUD (end of year report) due August 29th. (HUD Regulatory Requirement)
 - Tenant-Based Rental Assistance Program (TBRA)
 - Staff will continue to accept, review and process application submitted under the TBRA Program. (HUD Regulatory Requirement)
 - Short-term Tenant-Based Rental Assistance Program
- Round II (ST-TBRA II)
 - Staff will continue to review and process applications submitted under the ST-TBRA Program Round II. (HUD Regulatory Requirement)
 - Texas Emergency Rental Assistance Program (TERAP)
 - Staff will continue to review the applications submitted for the TERAP. (TDHCA Requirement)
 - Homebuyer Assistance Program (HAP)
 - Staff will be accepting applications for the City's HAP, which will assist with up to \$14,500.00 for downpayment and closing cost towards the purchase of a new home within the City of Galveston
 - Davis Bacon
 - Staff will continue to review certified payrolls for the CDBG projects that invoke the Davis-Bacon Act. (HUD Requirement)

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Held two New Hire Orientations. Hired twenty-two (22) New Employees- 3 HR Police Cadets , 2 Telecommunicators , 3 Transit Operators, 1 PT Transit Operator, 3 D/C Technician Trainee, 2 Maintenance Worker, 2 PT Lifeguards, 1 Parking Enforcement Officer, 1 Accounting Manager, 1 Utility Supervisor, 1 Recreation Coordinator, 1 PT Swim Lessons Coordinator and 1 PT Recreation Aide
- Attended TMHRA Board Meeting to discuss planning for Annual Conference
- Commenced collective bargaining negotiations with the Fire Association
- Held a job fair for Island Transit Department which resulted in 2 applicant's being offered employment
- Partnered with Island Transit Department for the FTA Drug and Alcohol Compliance audit
- Continued support of City Departments in filling job vacancies
- Hosted the Galveston Health Board Meeting



UPCOMING PROJECTS

- Host a job fair for Municipal Utilities Department in an effort to fill vacant Transit Operator positions
- Host EEOC Diversity Training for all City employees
- Host Virtual Health Benefits Plan Board Meetings (at least 2)
- New Hire Orientation (at least 4)
- Served on the bargaining team for the City. Finalized tentative agreements on specific articles with the Fire association
- Continue support of City Departments in filling job vacancies

Information Technology



LAST MONTH'S ACCOMPLISHMENTS

- Mitigated security risks to the City's network by:
- Blacklisting five (5) addresses/domains related to phishing or spam
- Updated Chrome due to vulnerabilities
- Responded to 3 open records requests
- Tier I Support completed 274 support tickets
- Completed the deployment of 11 laptops and routers for the City Marshal's office
- Completed the video recording solution upgrade project for the Police Department interview rooms
- Replaced 5 firewalls that had reached end of useful life
- Completed the upgrade of the enterprise phone system recording solution and placed into productive use
- Completed the upgrade of the endpoint security solution
- Continue efforts on other open projects



UPCOMING PROJECTS

- Working on phase 2 of the O365 Migration project
- Continue project efforts to migrate the parking management database to the cloud
- Continue project efforts on the IT service desk replacement software solution
- Continue project efforts to upgrade the enterprise telephone system
- Continue project tasks on the upgrade of the SCADA network
- Continue efforts to identify a replacement patch management solution
- Upgrade end of life versions of Adobe Acrobat across the organization
- Close out the workforce dimension project and move from project to maintenance
- Continue project efforts to automate the purchasing card interface
- Upgrade Laserfiche; the City's enterprise content management solution
- Update vacation balances (adding additional accruals) for Police and Fire due to the addition of June 19 holiday.

Information Technology

GIS Division



LAST MONTH'S ACCOMPLISHMENTS

- Completed eight (8) GIS requests consisting of twenty-one (21) items:
- Sanitary sewer overflow data updates for Public Works
- Fire districts map for the Fire Marshall's Office
- One Maintenance map update and one intersections layer update for Public Works
- One neighborhood added to the Short-Term Rental Restricted Subdivisions layer for Development Services
- One data request for storm sewer files for Public Works
- One data update for the zoning layer and one data update for the landmarks layer for Development Services
- Four maps for the Winter Storm Water Distribution Locations, WWTP Repair Locations, Facility Repair Locations, and EOC location for Finance/FEMA Recovery
- One dataset analysis of the number and taxable value of homesteads in Galveston for Finance
- Responded to four (4) Public Information Requests
- Completed seven (7) GIS Support items for Public Works Municipal Utilities, Public Works,

and City Marshal's Office. Provide assistance for desktop GIS and web GIS, login assistance, adding web map functionality, and data access.



UPCOMING PROJECTS

- Continued development of the City Staff GIS training program
- Continue Phase II of the Coyote Sighting project – submission notification system for the Galveston Police Department's Animal Service Unit
- Capital Improvement Plan (CIP) projects for 2022-2026
- Public Works-Municipal Utilities dataset conversion

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- Total Ridership: 14,473
- Fixed Route: 10,496
- Avg 403 Rides per day
- SeaWall Routes: 2,777
- Avg per day: 231 rider per day
- ADA: Estimated at 1200
- AVG Fares per day: \$327.00 per day
- Completed FTA Audit of Drug/Alcohol Program
- Continued testing of Galveston Island Trolleys
- Received ARP (American Rescue Plan) Funding: 800K



UPCOMING PROJECTS

- Successful completion of TxDOT Readiness Review of Galveston Island Trolley
- Final Configuration/Allocation of Galveston Island Trolley-Operating hours/days

PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Mowed grass and maintained litter from all City-Owned or City-Managed Parks, Ballfields and Facilities as well as main thoroughfares, Right-of-ways, City owned cemeteries and the I-45 feeder roads
- Secured and Monitored Park Facilities and Equipment
- Maintenance irrigation at Crockett Park, Broadway, 27th St.
- Continued litter cleanup on weekend
- 83rd St. Dog Recreation Area grand opening
- Certification training for irrigation, pesticides, herbicides, & backflow in-progress
- Hooper field lights Project/ in-progress
- Diamond Beach esplanade start June of 2021
- Tickler Calendar/continue
- Both Cemetery maintain
- Moody Tree Removal Project/continue
- Fall Tree/cutting on Broadway/continue
- Continue with repairs from Winter Storm/palms city wide, all facilities
- Concession stand at Lindale/storage room & Roof repairs/in -progress
- Pocket Park#4 phase2 begin
- Pocket park#1/ re-opened
- Pocket Park#2 winter storm repairs/continue
- Re-furbish mulch at all city own playgrounds & Broadway
- Crockett park, Lindale & West-end ballparks upgrades

- & repairs
- Rotary field project completed
- Paint bench at Adoue Park



UPCOMING PROJECTS

- Jones Park/schedule maintenance
- Cut and clean San Jacinto & Burnett school, also install water fountain completed
- Remove Graffiti at Menard skate park,& other city own property/on-going
- Secure Park Amenities, Playgrounds, Tennis Courts, Baseball Fields and Skate Park
- Quality Control Inspections at All Parks
- Assist Citizens in Locating Family Plots at All City Owned Cemeteries
- New city hall parking lot, & new P.W. Bldg./schedule maintenance
- Periodically cut & clean Pelican Island, & Westend of the Island
- Clean, cut and trim trees at bird park (Corp Woods Nature Sanctuary) schedule maintenance
- Water fountain restoration at Kempner park /on-going
- ADA Compliance Playground Project/on-going
- Additional parking/fire lane at Menard
- Remove curb stops at Lassie

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- Adult Programing
- Kardio Kickboxing Tuesdays and Thursdays
- McGuire-Dent Membership Totals: Adults:1061 Seniors:361 Youth:46, Military: 80
- Wright Cuney Membership Totals: Adults: 97, Seniors: 24, Youth: 102
- Update fitness areas at Mc-Guire Dent
- Pickleball, Zumba and Badminton
- Basketball Practice Wright Cuney
- Praise dance practices
- Trumpet practice Wednesday and Thursday
- Fitness Center TV Project completed
- Story Walk Menard Park w/ Rosenberg Library
- Checklist Improvements
- Inventory Checklist
- Track and Field Program
- Opening on Weekends
- Opened up both Recreation Centers
- Interviewing for Part-time Recreation Aides
- Demolition for replacement at Wright Cuney
- EOC Training
- Supply inventory
- Capra agency Mentor Training
- Civil Rights Training



UPCOMING PROJECTS

- Updating Parks & Recreation Website (In Progress)
- Upcoming Scheduled Rentals
- Silly Walk & Roll
- Initiating Fitness on Demand
- Pocket Park Update
- New Member/Renewing Member Package(s) – Masks, Sanitizer, etc.
- Update of Fee Schedule – Pool Deck Fee, Pavilions, and / or other facilities
- Vueworks-Work order program
- Cemetery Improvements Data
- Basketball goals installed at Wright Cuney and McGuire Dent
- Rosenberg Library (story walk)
- Staff Training on Civic Rec
- Repair Goal in Pavilion at Wright Cuney
- Flag Football Program with Galveston Hurricanes and Greater Dream
- Special Olympics State Basketball Tournament
- East Region Traps conference
- Juneteenth Parade
- Ball Field Reservations
- Completion of Floor replacement at Wright Cuney

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Trained and onboarded 2 more lifeguards
- Transitioned and trained Assistant Aquatics Manager to help complete full-time pool team
- Hired and trained a new Recreation Coordinator for Pocket Parks
- Hired a Swim Lesson Coordinator
- Began Phase 4 or full opening of Lasker pool to public so no reservations required
- Started Swim Lessons
- Added a Friday evening Water Fitness class
- Began renting out the Deck area for parties
- Began renting out lanes for SCUBA classes
- Added snacks back to our concession stand
- Continued Tryouts for additional guards
- Conducted 3 interviews for Lasker Pool Recreation Aides
- Continued work on Cash Handling procedure
- Continued General Maintenance
- Worked with Parks team to start some preventative maintenance on cement cracks that had started to form
- Attended Shelter Management training
- Current Memberships: Adult – 313, Child – 82, Senior – 327
- Average Daily Attendance: 202 patrons

Pocket Park 1

- Working on advertising and signage for Pocket Park and seasonal passes
- Conducted 2 interviews for additional gate attendants
- Attended Shelter Management training
- Working to finalize Pocket Park Manual



UPCOMING PROJECTS

- Hire and train all staff (many part-time and full-time positions available)
- Finish CPR training for remaining Parks and Recreation Staff

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

Planning & Development Division

- Hosted nine Pre-Development Meetings
- Returned to in-person meetings for the Landmark Commission, Planning Commission, and Zoning Board of Adjustment
- Hosted a workshop with the Landmark Commission to discuss education and outreach efforts
- Hosted a workshop with the Planning Commission to discuss the City's Concession regulations
- Tim Tietjens presented to the City Council regarding regulations pertaining to Temporary Parking Lots
- Catherine Gorman participated in the Texas Preservation Network quarterly meeting

Landmark Commission

- 21LC-039 (1617 Ave G) Certificate of Appropriateness for Metal Roof Replacement
- 21LC-040 (510 15th Street) Galveston Landmark Designation
- 21LC-041 (1923 Ave M) Certificate of Appropriateness for Removal of Decorative Trim
- 21LC-042 (1610 Ave G) Galveston Landmark Designation

- 21LC-043 (1217 Ave F) Certificate of Appropriateness for Rear Addition
- 21LC-044 (1610 21st Street) Certificate of Appropriateness for Solar Panels
- 21LC-045 (1813 24th Street) License to Use Recommendation
- 21LC-046 (1826 Ave K) Certificate Of Appropriateness for Metal Shutters

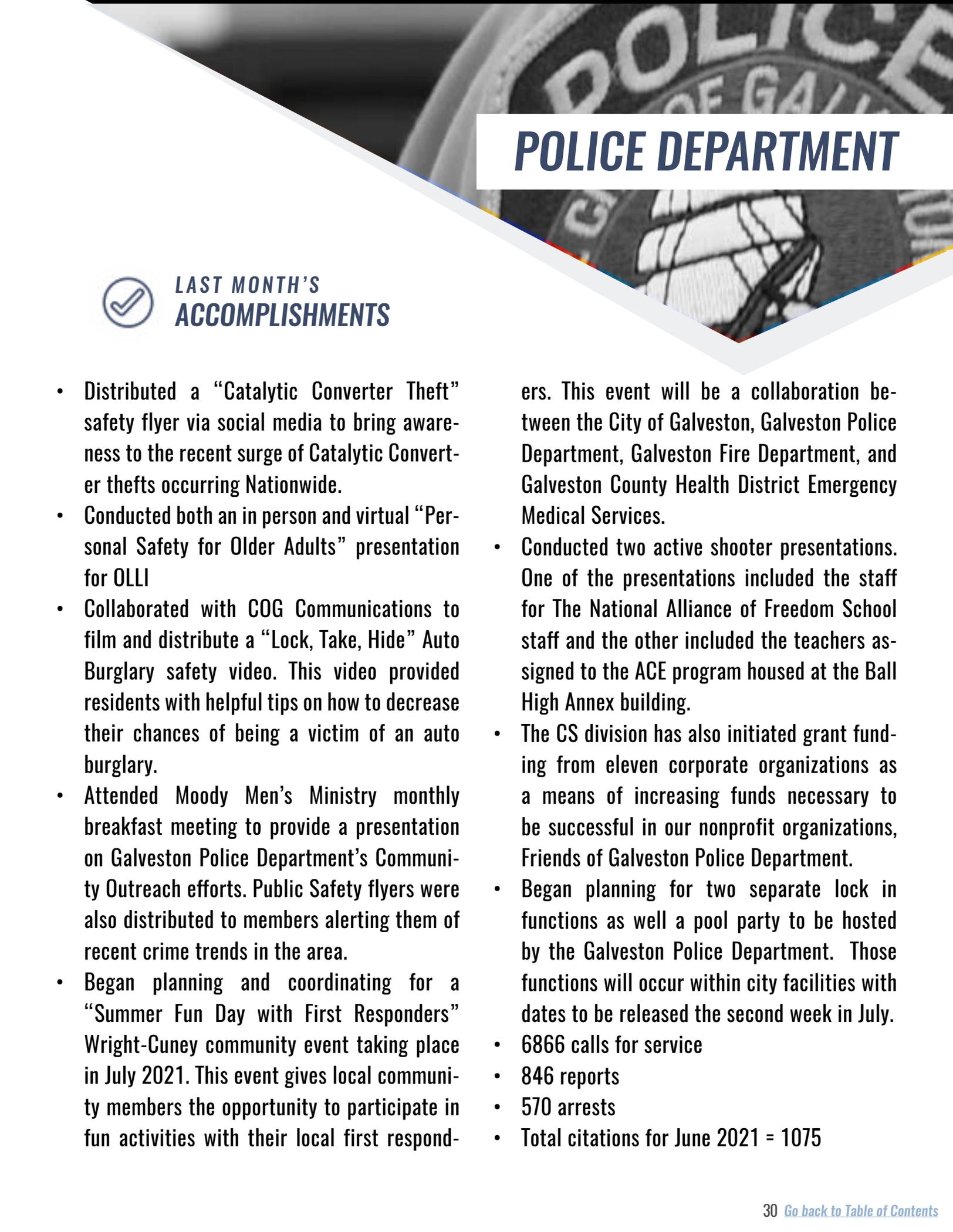
Planning Commission

- 21P-033 (59 Island Passage) License to Use for Stair Encroachment
- 21P-034 (510 15th Street) Galveston Landmark Designation
- 21P-035 (2002 Ave E) License to Use for Fire Escape
- 21P-036 (1610 Ave G) Galveston Landmark Designation
- 21P-037 (10327 FM 3005) Planned Unit Development for new Multifamily building (64 unit condominium)
- 21P-038 (1813 24th Street) License to Use for Storage Container
- 21P-039 (17601 Gleib) Single-family dwelling, driveway, pool

Zoning Board of Adjustment

PLANNING & DEVELOPMENT

- 21Z-009 (4235 Las Palmas) Special Exception – front yard setback
- Beachfront Construction Dune Protection Permits:**
- 21BF-092 (28 Grand Beach) Single-family dwelling
 - 21BF-093 (24535 FM 3005) Louvered walls & dune walkover
 - 21BF-094 (8 Grand Beach) Addition to an existing structure. Moving stairs and building a deck at rear of house.
 - 21BF-095 (11634 Sea Butterfly) Pool
 - 21BF-096 (809 Shiraz Passage) Single-family dwelling & driveway
 - 21BF-097 (4223 Swashbuckle) Perimeter fence
 - 21BF-098 (11815 Sunbather) Dune Restoration
 - 21BF-099 (24459 FM 3005) Pavers
 - 21BF-100 (19711 Shores) Perimeter fence
 - 21BF-101 (4115 Rageur) Deck extension & new stairs
 - 21BF-102 (14 Grand Beach) Single-family dwelling & driveway
 - 21BF-103 (23700 FM 3005) Concrete RV Pads & Driveway
- Administrative**
- 21EPC-00000-00110 (1328 Seawall) Seasonal parking
 - 21LTU-008 (4824 Austin) License to Use for public art
 - 21PLAT-00020 (4015 Oleander) Moving a lot line, 2 lots to 2 in R-1
 - 21PLAT-00021 (3531 Ave M) Replat to move lot line - resolve encroachment
 - 21PLAT-00022 (13606 Stewart) Replat 4 to 2
 - 21PLAT-00023 (10 Gentry Lane) Replat 2 to 1
 - 21PLAT-00024 (3315 Ave Q) Replat 2 lots to 3
 - 21PLAT-00025 (35 Grand Beach) Replat 1 to 2 in Res-Rec
 - 21PLAT-00026 (3515 Ave N) Replat 1 into 2 in UN
 - 21PLM-00085 (6028 Heard's) Zoning Letter
 - 21PLM-00086 (21510 FM 3005) Concession
 - 21PLM-00087 (6315 Central City) Zoning letter
 - 21PLM-00088 (4927 Ave J) Coin-Ops 3 Video Game Machines at 4927 Broadway
 - 21PLM-00089 (1028 Seawall) Coin-Ops
 - 21PLM-00090 (3028 Seawall) Hotel-Motel
 - 21PLM-00091 (3418 Stella Mare) Zoning Letter Type A
 - CZC2021-07 (6228 Ave J) Certificate of Zoning Compliance
 - CZC2021-08 (1828 Ave L) Certificate of Zoning Compliance

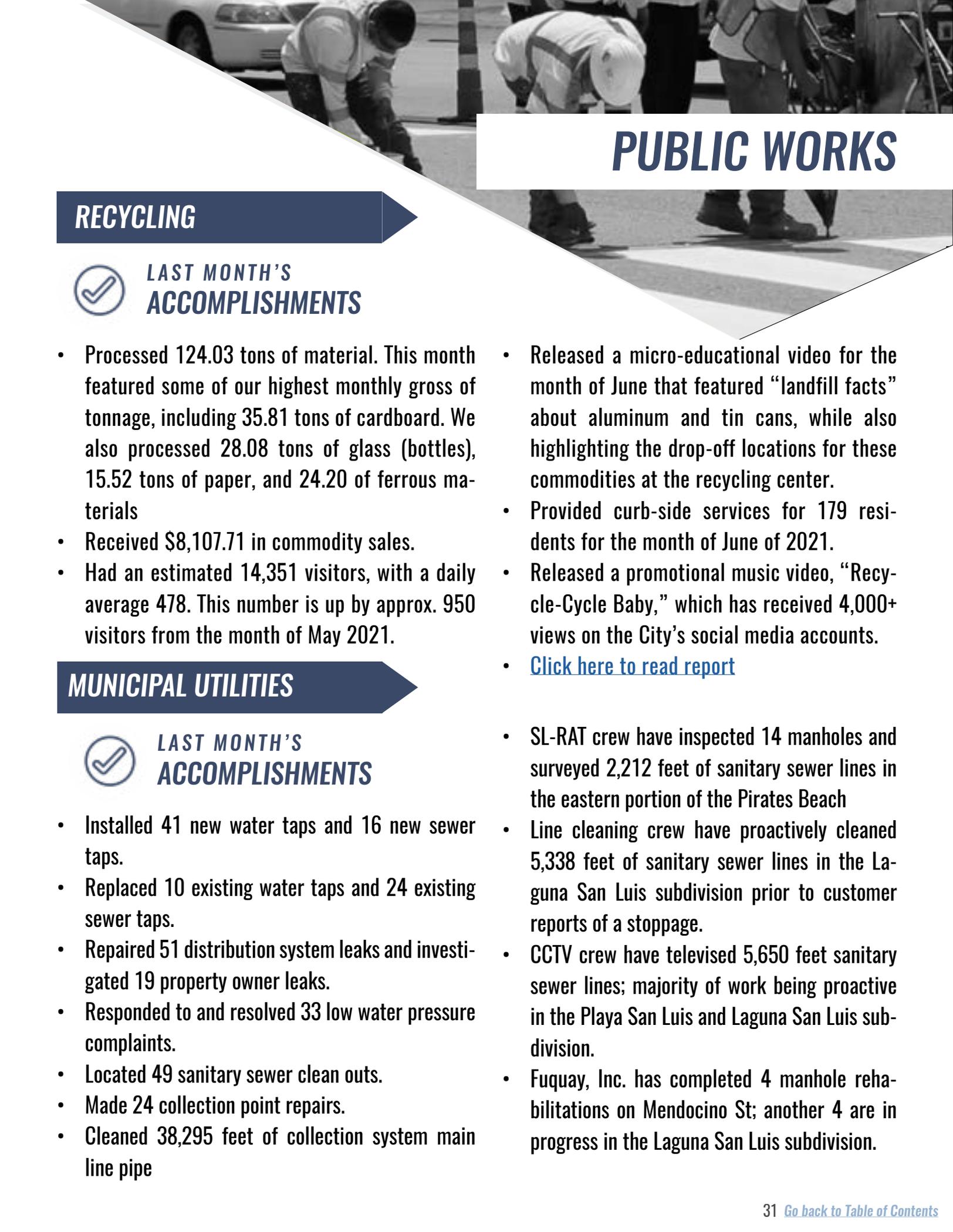
A close-up, grayscale image of a police badge. The word "POLICE" is visible at the top, and "OF GALVESTON" is partially visible below it. The badge features a central emblem with a star and other details.

POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- Distributed a “Catalytic Converter Theft” safety flyer via social media to bring awareness to the recent surge of Catalytic Converter thefts occurring Nationwide.
- Conducted both an in person and virtual “Personal Safety for Older Adults” presentation for OLLI
- Collaborated with COG Communications to film and distribute a “Lock, Take, Hide” Auto Burglary safety video. This video provided residents with helpful tips on how to decrease their chances of being a victim of an auto burglary.
- Attended Moody Men’s Ministry monthly breakfast meeting to provide a presentation on Galveston Police Department’s Community Outreach efforts. Public Safety flyers were also distributed to members alerting them of recent crime trends in the area.
- Began planning and coordinating for a “Summer Fun Day with First Responders” Wright-Cuney community event taking place in July 2021. This event gives local community members the opportunity to participate in fun activities with their local first responders. This event will be a collaboration between the City of Galveston, Galveston Police Department, Galveston Fire Department, and Galveston County Health District Emergency Medical Services.
- Conducted two active shooter presentations. One of the presentations included the staff for The National Alliance of Freedom School staff and the other included the teachers assigned to the ACE program housed at the Ball High Annex building.
- The CS division has also initiated grant funding from eleven corporate organizations as a means of increasing funds necessary to be successful in our nonprofit organizations, Friends of Galveston Police Department.
- Began planning for two separate lock in functions as well a pool party to be hosted by the Galveston Police Department. Those functions will occur within city facilities with dates to be released the second week in July.
- 6866 calls for service
- 846 reports
- 570 arrests
- Total citations for June 2021 = 1075



PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Processed 124.03 tons of material. This month featured some of our highest monthly gross of tonnage, including 35.81 tons of cardboard. We also processed 28.08 tons of glass (bottles), 15.52 tons of paper, and 24.20 of ferrous materials
- Received \$8,107.71 in commodity sales.
- Had an estimated 14,351 visitors, with a daily average 478. This number is up by approx. 950 visitors from the month of May 2021.
- Released a micro-educational video for the month of June that featured “landfill facts” about aluminum and tin cans, while also highlighting the drop-off locations for these commodities at the recycling center.
- Provided curb-side services for 179 residents for the month of June of 2021.
- Released a promotional music video, “Recycle-Cycle Baby,” which has received 4,000+ views on the City’s social media accounts.
- [Click here to read report](#)

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Installed 41 new water taps and 16 new sewer taps.
- Replaced 10 existing water taps and 24 existing sewer taps.
- Repaired 51 distribution system leaks and investigated 19 property owner leaks.
- Responded to and resolved 33 low water pressure complaints.
- Located 49 sanitary sewer clean outs.
- Made 24 collection point repairs.
- Cleaned 38,295 feet of collection system main line pipe
- SL-RAT crew have inspected 14 manholes and surveyed 2,212 feet of sanitary sewer lines in the eastern portion of the Pirates Beach
- Line cleaning crew have proactively cleaned 5,338 feet of sanitary sewer lines in the Laguna San Luis subdivision prior to customer reports of a stoppage.
- CCTV crew have televised 5,650 feet sanitary sewer lines; majority of work being proactive in the Playa San Luis and Laguna San Luis subdivision.
- Fuquay, Inc. has completed 4 manhole rehabilitations on Mendocino St; another 4 are in progress in the Laguna San Luis subdivision.



UPCOMING PROJECTS

- Repair 10” water main @ UTMB track.
- Replace sewer main between 45th, 46th, & Ave N ½ .
- Daily installation of new water and sewer taps in order to reduce maintenance backlog.
- Continue general maintenance of distribution and collection system in order to reduce maintenance backlog.
- 10 TCEQ courses are scheduled to be taught by TRWA between mid-July to early-December at the Public Work facility.
- SL-RAT crew will be surveying into the Airport WWTP area; starting in the Spanish Grant subdivision.
- Line cleaning crew will continue to proactively clean in the Laguna San Luis subdivision; eventually making their to the Terramar subdivision.
- CCTV crew will continue to proactively televise in the Laguna San Luis subdivision.
- Fuquay expected to complete manhole rehabilitation in the far West End.



VIEW REPORTS

[Click here to view the monthly report](#)

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Crews completed 934 total request for service.
- Sanitation deposited 3,677.47 tons of debris (or 7,354,940 lbs) at the Transfer Station.
- Crews made 670 trips to the Transfer Station.

[Click here to view the monthly report](#)



UPCOMING PROJECTS

- Continue operations

STREETS AND TRAFFIC



LAST MONTH'S ACCOMPLISHMENTS

- Continued overlaying Sportsman Road due to weather induced delays.
- Conducted grading activities on 3 alleys.
- Performed 28 Utility patches.
- Performed 143 Pothole repairs.
- Conducted 3 Curb and Sidewalk replacement projects.
- Removed debris within the roadway at various locations across the City.
- Conducted routine refreshment of pavement markings at various locations across the city.
- Conducted routine maintenance on 67 traffic signals in the system.
- Replaced 391 deteriorated traffic signs (e.g. street names, beach signage, no parking, speed limit, etc.) in the system.
- Assisted with traffic control setup for 3 Special Events.

DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Installed 84 Linear feet of new residential culverts.
- Completed 1,000 linear feet of ditch cutting.
- Continued cleanup efforts at 83rd Street Stockpile.
- Conducted routine street sweeping and drainage system maintenance city wide.
- Repaired 4 cave-ins.

SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- **Airport Advisory Committee Meeting:** The Airport Advisory Committee held a virtual meeting on June 8, 2021, at noon. The Committee discussed airport projects, facility upgrades, capital improvements, and the current budget.
- **TxDOT Project 1812GLVSN:** On February 4, 2021, TxDOT and Airport staff completed a one-year pavement inspection on the work completed last year by RAC Industries. This inspection identified pavement failures currently covered by RAC under their contractor's warranty. Several small areas were identified, which RAC Industries have been repairing over the last two months.
- **Air Traffic Control Tower (ATCT) Exterior Rehabilitation Project** nearing completion in June 2021.
- **Air Traffic Control Tower (ATCT) Interior Rehabilitation Project:** This project includes painting the interior offices, stairwell, and tower cab, replace all carpeting and ceiling tile and replace the HVAC wall mount inserts. This work should begin in late June or July.
- **TxDOT Project 2012GALVN:** We expect KSA to receive a notice to proceed with this project's final design phase in May from TxDOT Aviation.



VIEW REPORTS

- [Click here to view the traffic report](#)